



King County

**Department of Permitting
and Environmental Review**

35030 SE Douglas Street, Suite 210
Snoqualmie, WA 98065-9266
206-296-6600 TTY Relay: 711
www.kingcounty.gov

R10 Web date: 01/23/2014

Residential Swimming Pools

For alternate formats, call 206-296-6600.

Residential Swimming Pool Permit Applications

Building permits are required for most *residential* pool installations. Prefabricated swimming pools accessory to a single-family residence, that are less than 24-inches deep, do not exceed 5,000 gallons, and are installed entirely above ground, are **EXEMPT** from permits.

For *commercial* projects (apartments, condos, etc.), please contact Public Health – Seattle & King County at 206-296-9741 for application instructions. A *commercial* pre-application meeting with the Department of Permitting and Environmental Review (Permitting) may be required based on the scope of the pool project.

To apply for a residential swimming pool for a home located in unincorporated King County, schedule an intake appointment by calling the Permitting appointment desk at 206-296-6797. The following will be required at your intake appointment for it to be deemed a complete permit application. The forms are online via the Permitting Web site at www.kingcounty.gov/permits or by calling 206-296-6600.

SUBMITTAL REQUIREMENTS:

- ☐ **Affidavit for Application**
- ☐ **Three (3) copies of property legal description**
- ☐ **Site Plan:** The site plan is required to give property dimensions, show any adjacent streets, indicate septic system location, if applicable, and show the position of the house on the lot. If a fence is used as part of the pool barrier, please identify its location on the site plan. The drawing must be representative of the lot. See the *Site Plan Requirements Handout*.
- ☐ **Health Department Application:** If property is served by on-site sewage system (septic system), you also need Department of Public Health approval for the location of the pool. Prior to intake of your building permit application for the pool, you will need to contact Public Health directly at 206 296-4932 to start the Health Department application process. The cost of the Health Department permit is \$451.
- ☐ **Structural Plans/Working Drawings:** Two sets of complete construction drawings demonstrating compliance with the 2006 International Residential Code.
- ☐ **Contractor License or Affidavit Regarding Contractor Registration (due by issuance)**

The Department of Permitting is located at 35030 SE Douglas Street, Suite 210 in Snoqualmie, WA 98065. For information on your property restrictions and setbacks, you may come to our office in Snoqualmie. A Plans Examiner is available if you have questions regarding building code requirements.

Your application will be assigned a tracking number and routed to the appropriate review disciplines. You will be responsible for paying some of the intake fees upfront. You will be notified by mail of your permit approval. Once your permit is issued, schedule an inspection by a Permitting Building Inspector by calling 1-888-5-INSPECT (1-888-546-7728) or scheduling online at <http://inspections.kingcounty.gov>. Be sure to specify the inspection is for a pool.

If you have questions about the permit process, please contact the **Permitting Services Center** at **206-296-6600**. For questions about building code requirements, please ask for Building Plans Examination when calling 206-296-6600.

Check out the Permitting Web site at www.kingcounty.gov/permits